



SOLICITATION AMENDMENT

ARIZONA DEPARTMENT OF
VETERANS' SERVICES

Purchasing Office
3839 N. 3rd Street, Suite 209
Phoenix, AZ 85012

Solicitation No. VSP10-167

Amendment No: 1

Page 1 of 4

(602) 234-8407
(602) 297-6683 Fax

Solicitation Due Date: September 30, 2009

At 3:00 P.M. M.S.T.

Contact: Kelli Gourdoux
Phone: 602-234-8407

A signed copy of this amendment must be submitted with your Solicitation Response. This Solicitation is amended as follows:

The following questions have been submitted to ADVS and our responses are as follows:

1. Page 7, Section 5, Evaluation Criteria, A. Method of Approach. A.5. Describe the offerors plan to provide food storage.

Question: Is ADVS looking for bid winner provide extra food storage other than what is currently there or should this be interpreted as plan for proper food storage?

Answer: Contractor to use space currently available. Provide details on your plan for proper storage at ASVH.

2. **Question:** Since the wages of State employees is public information, is ADVS going to provide current wages of the food service employees or state where this information may be found?

Answer: See table below for current staff and hourly wage. Web-site for State benefits information below.

http://www.hr.state.az.us/Public_Applicant/PA_Total_Compensation.asp

DIETARY SERVICE MGR	21.6347	FOOD SVC WKR 3	10.4114
DIETETIC TECH	15.5970	FOOD SVC WKR 3	9.9857
COOK 3	15.1979	FOOD SVC WKR 3	10.0389
COOK 3	15.1979	FOOD SVC WKR 2	9.5000
COOK 2	12.6042	FOOD SVC WKR 2	9.5000
COOK 2	10.5504	FOOD SVC WKR 2	9.5000
COOK 2	11.3466	FOOD SVC WKR 2	9.5000
COOK 2	10.6209		

3. Page 8, Offerors Experiences, Section B.1, a. Identify Key Personnel:

Question: If a bidder wishes to propose the current Food Service Manager as the Food Manager, do we need to include a resume for Service manager in the proposal along with resumes of other key personal as stated or will notation as such be acceptable?

Answer: If the Contractor is proposing our current Food Service Manager as their Food Services Manager, it will not be required to submit resume. Please note that all other key personnel resumes are required.

4. **Question:** What is the current charge for voucher meals to employees and volunteers?

Answer: \$3.00



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5. Page 26, Section 40, Performance Bond

Question: Can the Performance Bond be reduced or another clause be added to protect the operation of ASVH?

Answer: The State of Arizona requires Bid and Performance Bonds for this contract. We have amended page 26, Performance Bond as follows:

40. Bid Security (Bid Bond)

A non-revocable bid security, payable to the Owner in the amount of 10% of the total bid price is required. This security shall be in the form of bid bond, certified check, or cashier's check. The security must be submitted to the Arizona Department of Veterans' Services Purchasing Office to the attention of the Chief Procurement Officer by the due date and time cited for this Solicitation. The ADVS will hold all bid bonds during the evaluation process. As soon as practicable following the award of a contract, the ADVS will return all bid bonds to those who have not been issued a Contract Award Notice.

The bid security from the Contractor who has been issued an award notice shall be held until the successful execution of all required contractual documents and bonds have been received. (Performance bond, insurance, etc). If the Contractor fails to execute the required contractual documents and bonds within the time specified, the Contractor shall be found to be in default. The Contractor shall pay to the Owner the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform of the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

40.1 Performance Bond

The awarded Contractor shall furnish non-revocable security binding the Contractor to provide faithful performance of the contract in the amount of 100% of the total contract price payable to the State. This security must be in the possession of the ADVS Purchasing Office within five (5) days after written request by the ADVS Purchasing Office. If the Contractor fails to execute the security document as required, the Contractor may be found in default and the contract terminated by the Owner. In case of default, the State reserves all rights.

As this is a one year contract with 4 year extensions, the amount of the Performance Bond is subject to change in terms of decreasing the dollar amount or waiving the Performance Bond at time of extension at the State's discretion.

6. Page 34, Section 12, Employees, 12.10 Contractor shall maintain employee's personnel records on site for each employee.

Question: Would ADVS consider paying for the cost of criminal checks, fingerprint, PPD-Physical exams and drug testing instead of passing these costs to the contractor?

Answer: Contractor is responsible for these costs.

7. Page 31, Section 7, Meals, 7.4 Holiday Meals.

Question: What is the meal expectation for holidays? Do you have past menus that you could provide or dollar value of these meals?



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Answer: Example of Thanksgiving Menu included: Roast Turkey and gravy, Cornbread stuffing, green beans almandine, roll, pumpkin pie and beverage. Alternate meal: Orange glazed ham, sweet potatoes, buttered broccoli and beverage.

Example of Christmas Menu included: Beef tenderloin, red wine sauce, baked potato, sour cream, green beans, strawberry shortcake, roll and choice of beverage. Alternate meal: Chicken cordon bleu, scalloped potatoes, broccoli and choice of beverage.

8. Page 31, Section 7 Meals, 7.5 Special Functions:

Question: Is there a number per year and/or is this considered a catering event that is charged back to departments at cost or cost plus when outside of the meal replacement?

Answer: Cost is charged back to departments at cost. Recreation Therapy requires snacks and drinks between 3 and 4 times a week. Employee events are every couple of months. Coffee and snacks are provided for occasional meetings.

9. Clarification: Page 7, Section, Proposal Format: One (1) original and **five** (5) copies of each proposal shall be submitted on the forms and in the format specified in the RFP.

10. **Question:** How will the decision to award be made and is keeping the operation in-house an option? If only one bid meets all criteria, will it be awarded or be re-issued?

Answer: The evaluation factors are listed in the relative order of importance on page 7, #5, Evaluation Criteria. Our intent is to award for outside services if criteria are met and it is advantageous to the State.



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Contact: Kelli Gourdoux
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Vendor hereby acknowledges receipt and understanding
of above amendment

Signature

Date

Name and Title:

Name of Company:

The above referenced Solicitation Amendment
is hereby executed this _____ day of
_____, 2009 in Phoenix, Arizona.

Signature

Name: Barbara Dull

Title: Chief Procurement Officer